

TOWN OF WALLACE
Continued meeting
April 15, 2019
5:30 p.m.

The Town Council of the Town of Wallace continued the monthly meeting on April 15, 2019 to meet with a consultant to discuss the process for hiring a new manager and conduct other business.

The following Governing Body members were present:

Mayor Charles C. Farrior, Jr.
Council Member/ Mayor Pro-Tem Warren Hepler
Council Member Wannetta Carlton
Council Member Jeffrey Carter
Council Member Jason Wells

The following Governing Body member was absent:

Council Member Frank Brinkley

Also present were:

Ralph Clark, Interim Town Manager	Jimmy Crayton, Police Chief
Jackie Nicholson, Town Clerk	Kathy Bond, Tax Collector
Hartwell Wright, NCLM, Human Resources Consultant	
Heather James, NCLM, Human Resources Consultant	

Mayor Charley Farrior called the meeting to order. A quorum of the governing body members was present.

Tax Releases

Mayor Farrior recognized Tax Collector Kathy Bond who informed the Council that Duplin County had advised her that one of the tax releases she requested at the last meeting should be revised. Ms. Bond asked the Council to rescind the releases and refund that were approved and approve the following:

Account #	Name	Reason	Amount
1032	M V L LLC	Property sold and/ or donated	\$235.49
196	JF Bradshaw	Billboard removed	\$441.65
2546	David Durham	Boat sold	\$118.71

***bold denotes refund**

Council Member Hepler made a motion to rescind the releases and refund that were approved at the April 11, 2019 meeting and approve these tax liabilities and refund as requested. The motion was seconded by Council Member Wells and approved by unanimous vote.

Approve Bid for Repair of Firing Range Road

Police Chief Jimmy Crayton said that bids were opened for repair of the road to the firing range and the low bid was in the amount of \$27,735 and asked the Council for approval.

Council Member Wells made a motion that was seconded by Council Member Carlton to approve the bid. The motion was approved by unanimous vote.

Discussion of Process for Hiring a New Town Manager

North Carolina League of Municipalities Human Resources Consultants Hartwell Wright and Heather James led the Council through a discussion of the process of hiring a new Town Manager. Mr. Wright spoke about the process of determining the qualities the Council is looking for, conducting the actual process and who would be involved, using outside sources such as a search firm, and the actual qualifications. He said advertise as "open until filled" and respond to all who apply. Items such as screening applicants, narrowing the field of candidates checking references, background investigations, criminal and credit history. Mr. Wright advised that once a candidate is selected to ask for a verbal commitment and ask the attorney to write the offer letter. He added that the Council must vote in open session to hire the candidate.

There being no other business to conduct Council Member Wells made a motion to adjourn which was seconded by Council Member Carlton and approved by unanimous vote.

Respectfully submitted,

Charles C. Farrior, Jr., Mayor

Jacqueline Nicholson, CMC
Town Clerk